

## **Proposal for eWiSACWIS Advisory Committee**

History: An eWiSACWIS Executive Advisory Committee (EAC) existed during the statewide rollout of the system from 2001-2004. The committee focused on rollout issues and did not address ongoing system maintenance.

Proposal: Establish an ongoing advisory committee with members from user agencies to develop priorities for system enhancements, make recommendations for user support, coordinate local agency involvement in the change management process, and do long-term strategic planning for the system.

Reporting Relationships: The advisory committee would advise DHFS and DHFS would provide staff support to the committee. The advisory committee could provide updates to the PEP Implementation Team and coordinate with the WCHSA IT committee.

Possible Membership:

- Include at least 2 county directors or program managers. The county directors/manager could be appointed by WCHSA, with hopefully at least one from the WCHSA IT committee.
- Include at least 5 county agency program staff that are system users, with one from each DHFS region. The staff could include a mix of large and small counties and a mix of worker and supervisor job functions. The county staff could be appointed by regional user groups.
- Include at least 1 BMCW program staff user, appointed by BMCW.
- Include at least 2 county agency technical staff. The technical staff could be recruited from PAW/TAW participants.
- Include 7 DHFS program staff, including DCFS administrative staff, eWiSACWIS program staff, eWiSACWIS technical staff, CGI-AMS staff, and program policy staff.
- Other DHFS staff could attend meetings as resources to the committee.
- The committee could be co-chaired by a county director/manager and DHFS.
- Committee members could have fixed terms.

Schedule: The committee could meet quarterly in person with teleconferences between the quarterly meetings. The teleconferences could be monthly depending on the volume of committee activity. Two of the in-person meetings could be connected with the semi-annual PAW/TAW meetings.